



Journal of the Chinese Medical Association



CHECKLIST

Only complete manuscript submissions will be considered for publication. Complete submission must include the following documents:

- ☐ Cover letter signed by all authors listed in the manuscript
- ☐ Authorship & conflicts of interest statement signed by all authors listed in the manuscript
- ☐ Copyright transfer agreement signed by all authors listed in the manuscript
- ☐ Manuscript in MS Word format

AND, where applicable

- ☐ Letter of approval from review committee for use of human samples in research and human experiments
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- ☐ CONSORT flow chart for randomized controlled trial
- ☐ Signed consent to publish (in print and online) from human subjects who can be identified in your manuscript
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- ☐ Abstract and keywords (double spaced) required for: Review Articles, Original Articles, Case Reports and Brief Communications
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 - ☐ Abstracts for Original Articles (≤ 300 words): structured, with the section headings *Background*, *Methods*, *Results* and *Conclusion*
 - ☐ 3–5 keywords are arranged in alphabetical order (keywords should be MeSH terms; see <http://www.ncbi.nlm.nih.gov/mesh?term>)

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- ☐ Conflicts of interest statement
- ☐ Funding/support statement
- ☐ Acknowledgments
- ☐ Table headings and tables (double spaced), each on a new page
- ☐ Figure legends (double spaced), on a new page
- ☐ Electronic picture files of all figures; resolution of 300 dpi for halftone images, 600 dpi for combination art (halftone + line art), and 1000 dpi for line art

Further considerations:

- ☐ Manuscript has been spell-checked and grammar-checked
- ☐ Color figures are clearly marked as being intended for: (I) color reproduction on the Web (free of charge) and in print (authors will be charged a flat fee of US\$300 per article if it contains any figures and/or tables in color); or (II) color reproduction on the Web (free of charge) and in grayscale in print (free of charge). If option (II), then grayscale versions of the figures are also supplied for printing purposes.

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